

**PLANNING & ZONING COMMITTEE
MEETING AGENDA
THURSDAY, NOVEMBER 5, 2015 @ 7:00 P.M.
ARLINGTON COMMUNITY CENTER**

1. Call to Order.
2. Pledge of Allegiance.
3. Approve Agenda.
4. Approve the Minutes.
 - A. October 1, 2015
5. Public Hearings.
 - A. After Burner Auto Body: Commercial/Industrial Fence 118 W. Main Street
6. Unfinished Business.
 - A. Accessory Apartments: Discussion.
 - B. Complete Streets: Group Exercise.
7. New Business.
 - A. None.
8. Review Building Permit Reports.
 - A. September
 - B. October 2015
9. Other Business.
10. Adjourn.

<p>A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING. NO OFFICIAL ACTION BY THE CITY COUNCIL SHALL OCCUR AT THIS MEETING</p>
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**ARLINGTON PLANNING & ZONING BOARD
MEETING MINUTES
NOVEMBER 5, 2015**

The meeting was called to order at 7:00 p.m. by Chairperson Pauly.

Members Present: Deno, Grabitske, Chairperson Pauly, Councilmember Battcher

Members Absent: Carlson, Bob Pichelmann

Also Present: PZ Adm. Smith-Strack, City Adm. Donabauer, Mayor Nagel, Councilmember Wills,
Councilmember Heiland, Wade Schneider

Motion by Battcher, seconded by Grabitske, and passed by unanimous vote to approve the agenda as presented.

Motion by Grabitske, seconded by Battcher, and passed by unanimous vote to approve the October 1, 2015 meeting minutes as presented.

Chairperson Pauly recessed the regular meeting to hold a public hearing.

Variance – Wade Schneider dba After Burner Auto Body, 118 W. Main Street – Fence Height:

Chairperson Pauly called the public hearing to order regarding the application for a Variance from Wade Schneider, dba After Burner Auto Body. Smith-Strack stated that the purpose of the Variance application was to allow for a commercial fence height up to eight (8) feet. It was noted that the fence would contain privacy lathes and be placed on both the east and west property lines and two (2) feet from the sidewalk in the rear of the property. The applicant had provided written permission from the adjoining properties to place the fence on the line. Smith-Strack noted that Linda Haupt and Jerry Hahn had called in prior to the public hearing and neither had issue with the fence. She recommended approval with the following conditions:

- The maximum fence height shall be eight (8) feet;
- A building permit shall be issued if required by the Building Official;
- The finished side of the fence shall face outward, the structural members shall be encased in concrete, and the fence shall be constructed true to plum and square;
- The existing CUP remains in effect and shall continue to remain in effect;
- The fence and areas around the fence shall be kept in a neat and orderly fashion and free from tall weeds/grasses.

Wade Schneider was present and answered various questions. He commented that there would be a gate on the south side. He intended to leave the area gravel and would maintain the property for weeds and garbage blown around by the wind.

Chairperson Pauly adjourned the public hearing and reconvened the regular meeting at 7:10 pm.

Battcher introduced the following resolution and moved for its adoption:

RESOLUTION NO. 9-2015

**A RESOLUTION RECOMMENDING APPROVAL OF A VARIANCE FOR THE PROPERTY
AT 118 MAIN STREET WEST RELATING TO COMMERCIAL/INDUSTRIAL FENCE HEIGHT
AS PROVIDED FOR UNDER ORDINANCE 176**

WHEREAS, Mr. Wade Schneider has submitted an application for a variance under Subd. 6 of Ordinance 176, entitled, “An Ordinance Regulating the Placement of Fences in Commercial and Industrial Zones Within the City of Arlington”; and,

WHEREAS, the subject property is at 118 West Main Street with a parcel identification number of 31.0165.000, and being legally described as E 36' of Lot 1 & Former RR Prop & Tr 2 Surv 1419, Lot 1, Block 5, Original Townsite, City of Arlington; and,

WHEREAS, the subject parcel is zoned I-1 Light Industrial and predates the existing zoning ordinance; and,

WHEREAS, the property is subject to a conditional use permit that provides for operation of an auto body repair shop with ancillary outdoor storage; and,

WHEREAS, notice of a public hearing to accept input on the variance request was published in the official newspaper and sent to property owners within 350 feet of the property; and,

WHEREAS, the Planning and Zoning Committee conducted a public hearing on the variance request on November 5, 2015 and accepted input on the request; and,

WHEREAS the Planning Committee has reviewed the variance request and has made the following findings:

- A. The request is consistent with the Comprehensive Plan in terms of land use and support for local business entities.
- B. The request appears to be in keeping with the intent of Ordinance 176 to uphold “*public health, safety, welfare and the maintenance of neighborhood property values*”.
- C. The adjacent property owners have submitted letters in support of the proposed fence and establishment of said fence on the property boundary.

NOW, THEREFORE, BE IT RESOLVED BY THE ARLINGTON PLANNING AND ZONING COMMITTEE THAT: The Planning Committee does hereby recommend the City Council of the City of Arlington approve a variance to allow a fence of up to eight (8) feet in height to be constructed at 118 West Main Street subject to the following:

1. The maximum fence height shall be eight (8) feet.
2. A building permit shall be issued if required by the Building Official.
3. The finished side of the fence shall face outward, the structural members shall be encased in concrete, and the fence shall be constructed true to plumb and square.
4. The existing CUP remains in effect and shall continue to remain in effect.
5. The fence and areas around the fence shall be kept in a neat and orderly fashion and free from tall weeds/grasses.
6. The variance is in effect only for the property at 118 Main Street West.
7. The variance shall expire in one year if the fence has not been constructed.

The motion for the adoption of the foregoing resolution was duly seconded by Deno and upon poll being taken thereon the following voted in favor thereof: Deno, Grabitske, Pauly, Councilmember Battcher; and the following against the same: None; and the following abstained from voting: None; and the following were absent: Carlson, Pichelmann.

Adopted by the Planning & Zoning Committee of the City of Arlington this 5th day of November, 2015.

Signed: /s/ Mark Pauly
Chairperson Mark Pauly

Attested: /s/ Cynthia Smith-Strack
Planning/Zoning Adm. Cynthia Smith-Strack

Whereupon the resolution was declared duly passed and executed.

Discussion regarding accessory apartments, granny flats, carriage houses resumed from the last meeting. Smith-Strack stated that the survey had been sent out all elected officials, members on the various City Boards/Committees and Commissions; and City Staff. She felt there was a very good response to the survey (45 total replies, which were over more than half of number distributed to). She reviewed the results of the survey in detail. It was noted that there was quite a variety of replies. Smith-Strack questioned if the Committee wished to move forward or hold off on this topic. Grabitske commented that

he didn't believe there was a need for it now, maybe a few years from now. Battcher commented that the Committee could move forward with it, but take their time on the topic and be proactive. Pauly commented that the Committee did need to take their time and get input from the other members who were not at the meeting.

Streets Committee (Council) Members Galen Wills and Jim Heiland, along with Adm. Donabauer and Mayor Nagel were present to participate in the discussion of complete streets. Everyone participated in an activity to create a concept plan (map) for complete streets within the city. Some of the concepts considered were lighting, safety, trails – both pedestrian and bicycle, sidewalks, boulevard enhancements, etc. Smith-Strack will consolidate the information obtained into one map and have it ready for review at the next meeting.

The September and October Building Permit Reports were reviewed.

Motion by Grabitske, seconded by Battcher, and passed by unanimous vote to adjourn the meeting at 8:30 p.m.

PZ Adm. Cynthia Smith-Strack

Chairperson Mark Pauly